

## Naples Central School

### NOTICE OF ANTICIPATED JOB OPENING

**Date:** February 20, 2021

**Position:** *Night Cleaner* – 8.0 hours per day

**Number of Positions:** One – 40 hours per week

**Minimum Qualifications:**

Possess a High School Diploma or equivalent;

Ability to follow directions;

Ability to work well with others;

Ability to work independently;

Good Physical Condition

**Distinguishing Features of the Class:**

This is routine manual work requiring efficient and economical performance of cleaning and maintenance operations for buildings, grounds, and equipment. Work is performed under the general supervision of a custodian, or other superior in accordance with established policies.

**Typical Work Activities:**

Sweeps and mops floors and stairs; Dusts woodwork, furniture and other equipment; Washes windows, walls, sinks, and other fixtures; Polishes furniture and metal furnishings; Empties wastebaskets, collects and disposes of rubbish; Clears snow and ice from walks and driveways; May perform a variety of grounds keeping tasks; Delivers packages and messages; Arranges chairs and tables and other equipment for special use of building; Repairs window shades, replaces light bulbs.

**Work Location:** Naples Central School – Elementary and/or High School Buildings

**Hours:** 3:30 p.m. to 12:00 a.m.

**Salary:** \$12.50/hr. with an Additional payment of a Shift differential of \$725/year, paid throughout the school year for Night Cleaner.

**Benefits:** *Includes Health Insurance Benefits*

**Contact:** Chad Hunt, Director of Facilities

**Application Procedure:** *There are two parts to the application procedure:*

1. Submit your completed [Naples Central School Employment Application](https://www.naplescsd.org) (found at [www.naplescsd.org](https://www.naplescsd.org)) by Saturday, February 27, 2021 to:  
Naples Central School  
136 North Main Street  
Naples, NY 14512  
Attention: Chad Hunt, Director of Facilities & Transportation
2. Submit your Ontario County Civil Service form through the Ontario County website at <https://ontario-portal.mycivilservice.com/> by Saturday, February 27, 2021.  
*Just go to <https://ontario-portal.mycivilservice.com/> and under Current Vacancies, click on the School Bus Driver (Naples CSD) position to apply.*

***Application must be made by Saturday, February 27, 2021***

The Naples Central School District offers employment opportunities without regard to sex, race, color, national origin or handicap. Inquires regarding this nondiscrimination policy may be directed to: Title IX Coordinator, c/o Naples Central School, 136 North Main Street, Naples, NY 14512.